# Summary of fast-track procedure for supervisors

Ethical Review Board, dec 2022

Version 1

## Background

For research with human participants or with personal data, *all* TU/e employees and bachelor- and master students are obliged to request ethical approval from the Ethical Review Board in advance. The main criteria considered in the ethical review of studies with humans is whether the study participants are treated with dignity and respect, whether they participate voluntarily, whether the burden is reasonable, and whether they are adequately protected against potential risks. Special attention is paid to vulnerable groups such as children or patients and to sensitive subjects, for example gender, religion, political beliefs and alcohol and drug use.

## Requirements for fast-track approval

In *certain* cases, students can get fast-track approval from the Ethical Review Board (ERB). Their research needs to comply with the requirements described in the Ethical Review Form version 1.6. The students need to complete the *entire* ERB form. As a supervisor, please check the research question and research design thoroughly and the survey/interview questions used or description of experiment or prototype that is appropriate for each particular research study. The self-assessment checklists in parts 5 and 6 of the form should indicate the blue boxes for fast-track approval. These requirements are summarized below, for assisting you as a supervisor.

### General

* Research with healthy adults
* No medical research
* Research with non-commercial human waste material only when supervisor has consulted the medical coordinator
* Participating in the research is completely voluntary (think about peer pressure)
* Explicit informed consent is or was obtained from participants (on paper or digitally)
* Participants are not dependent on the researcher
* Participation is not burdensome (for example questionnaires that are extraordinarily long or tasks that need repeating several times)
* No harm or discomfort for the participant (such as stress, anxiety, fear, pain)
* No compensation, other than reasonable expenses and compensation for time (see HTI guideline [here](https://htilabs.ieis.tue.nl/h8_participants.html#bookmark3))

### Observational research

* Observation only in public spaces
* No sensitive topics (such as sexual experiences, religion, alcohol and drug use, suicidal thoughts, diseases or other subjects that can be interpreted as very personal or intimate)

### Experimental research

* No medical device
* Not invasive (i.e. nothing affects the body, e.g. no puncture)
* CE-certified devices are used for intended use
* Only using non-CE certified devices or CE-certified devices for unintended use when completely harmless (<18 V) and no hazardous waste (fumes/gas/substances) is released. Check the safety guidelines.

### Privacy

* Data is collected or processed anonymously or de-identified immediately and cannot be traced back to individuals
* No collection or processing of special category personal data
* Not processing personal data on a large scale, no monitoring of persons, no scoring/ranking/profiling persons, not composing ‘blacklists’
* Not using new or innovative technologies that may compromise privacy such as facial recognition, bodycams, AI
* No combining of databases from different sources
* Not compromising legal rights to privacy
* No transfer of data outside EU/EEA and high-risk countries

## Research that complies with the requirements for fast-track approval

If the research meets the requirements for fast-track approval, the supervisor needs to sign the ERB form and the student can send it to ethics@tue.nl. The student will receive an ethical approval within 2 working days. There may be a check afterwards by the ERB or the Data Stewards team.

## Research that does not comply with the requirements for fast-track approval

If the requirements for fast-track approval are not met, the research design should be altered in such a way that minimal risk for the participant can be achieved. If this is not possible, you as a supervisor should submit the study to the ERB. The regular processing time applies (2-6 working weeks). See <https://intranet.tue.nl/ethics> for instructions.